

22 April 1974

MEMORANDUM FOR: Deputy Director of Personnel for Plans and
Control

SUBJECT : Watergate-Agency File Review

REFERENCE : Memo to DD/M&S from IG dtd 26 Mar 74, same subj

1. As requested in the memorandum of the IG, all files for which the Position Management and Compensation Division has responsibility have been reviewed to determine if there is any possibility that they contain Watergate-related information.

2. As a result of this review, I certify that all files fall within the category a. "Those records which by their nature are highly unlikely to contain Watergate-related materials."

[Redacted Signature]

Chief
Position Management & Compensation Division

STAT

ADMINISTRATIVE

April 22, 1974

WATERGATE FILE REVIEW

PMCD

	<u>Cubic Ft. Volume</u>	<u>Category</u>
1. Subject Files	10.5	a.
2. Supergrade File	7.	a.
3. Position Description and Related Correspondence	34.	a.
4. Occupational Codebooks	2.	a.
5. Staffing Complement Change Authorization	5.2	a.
6. Survey Reports	.5	a.
7. Wage Administration	2.	a.
8. Machine Listings	9.8	a.
9. Reference Material (Unclassified)	63.	a.

SECRET

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request resulted in a computer-produced statistical summary of all languages known by DDI employees. The resulting table showed a total of [REDACTED]

25X1

with the DDI totals for each language listed by DDI Office.

(See Attachment CC.)

Another request of interest was from Howard Hunt, then assisting the Agency Public Relations Officer, Joseph Goodwin. Hunt requested factual data on academic achievement and language skills of all CIA employees. The resulting article written by Hunt, "Education and the Central Intelligence Agency," was later published as part of a Department of Health, Education and Welfare publication. (See Attachment DD.)

In early 1966 the Registrar of the Office of Training submitted a request for identification of the Agency's best candidates for President Lyndon B. Johnson's Graduate Program in Systems Analysis. With the newly acquired computer capability, OTR's criteria were used to identify [REDACTED] employees

25X1

eligible for the program [REDACTED]

25X1

[REDACTED] One employee was selected [REDACTED]

25X1

[REDACTED] for the 1966-67 academic year. (See Attachment EE.)

In January 1967 the concurrence of all Agency Directorates was finally obtained for recording the Agency experience of all employees except those of the DDP. Accordingly,

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ROUTING AND RECORD SHEET

1. SUBJECT (Optional)

FROM Deputy Director of Personnel 5A-56 Headquarters		EXTENSION <div style="border: 1px solid black; width: 40px; height: 20px; margin: 0 auto;"></div>	NO. DATE <div style="text-align: center; font-size: 1.2em;">18 DEC 1967</div>		
TO (Officer designation, room number, and building)	DATE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;">RECEIVED</th> <th style="width: 50%;">FORWARDED</th> </tr> </table>	RECEIVED	FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
RECEIVED	FORWARDED				
1. Director of Personnel	<div style="text-align: center;"> <i>Pr</i> <div style="border: 1px solid black; padding: 2px;">18 DEC 67</div> </div> <div style="text-align: center;"> <i>70</i> <div style="border: 1px solid black; padding: 2px;">DEC</div> </div>		<div style="text-align: right; padding-right: 5px;">STAT</div>		
2. Executive Officer, OP	<div style="text-align: center;"> <i>Pr</i> <div style="border: 1px solid black; padding: 2px;">18 DEC 67</div> </div>				
3.					
4. DD/Pers/R&P 5A-57 Headquarters	<div style="text-align: center;"> <i>Pr</i> <div style="border: 1px solid black; padding: 2px;">12 - 20</div> </div>				
5.					
6. DD/Pers/P&R 512 Magazine Building	<div style="text-align: center;"> <div style="border: 1px solid black; padding: 2px;">21 DEC 1967</div> </div>				
7.					
8. Chief, Placement Division 5A-67 Headquarters	<div style="text-align: center;"> <div style="border: 1px solid black; padding: 2px;">3 Jan 68</div> </div>				
9.					
10. Chief, Recruitment Division 306 Ames Building	<div style="text-align: center;"> <div style="border: 1px solid black; padding: 2px;">4 Jan 68</div> </div>				
11. DC/PD	<div style="text-align: center;"> <div style="border: 1px solid black; padding: 2px;">11 Jan</div> </div>				
12. Chief, Benefits & Services Division 5A-47 Headquarters	<div style="text-align: center;"> <div style="border: 1px solid black; padding: 2px;">8 JAN 1968</div> </div>				
13. DC/BSO	<div style="text-align: center;"> <div style="border: 1px solid black; padding: 2px;">11 Jan</div> </div>				
14. DD/Pers	<div style="text-align: center;"> <div style="border: 1px solid black; padding: 2px;">9 JAN 1968</div> </div>				
15. C/PCD					